***Hellgate High School – Principal Advisory Committee***

**Monthly Meeting**

**Monday, April 13, 2015**

**Conference Room**

**Agenda**

Facilitator: Chip Rinehart Note taker: Laura Elliott Time keeper:

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| **Topic** | ‡**Notes** |
| **Old Business** |  |
| District PLC at the same time as In-building PLC.  This is a real issue and needs to be changed.  For example this next Thursday we are expected to discuss possible schedule changes for Hellgate during this time, yet my dept is expected to be at the district PLC where there is a completely different agenda. Thus if my dept is going to discuss Hellgate’s schedule we are expected to do it on our own time.  I find this to be un professional. If what we do in meetings is important to the whole, then we all need to be given the time to adequately discuss. Like say at a faculty meeting. | * *District/ In-building PLC’s have an inherent inequity* * *Difficult to HAVE an all-staff mtg. because of District PLC’s.* * *In May, Lisa will attach the yearly plan for next year. Open to suggestions* * *Discussion on the need for District PLC’s, which dates are discussed at the bargaining table with the 12 Teacher Prep days.* * *Agreement that everyone deserves to hear and take part in discussions that are important to HHS (ex: schedule change) and give their input in real-time* |
| Voting for senior projects-Voting in front of others makes some feel intimidated/bullied. Is there a way for it to be private? | * *Discussion and agreement that some will feel uncomfortable or intimidated.* * *A proposal for a staff voting policy will be written and reviewed, and then sent to the staff for review, for the purpose of inclusion in the Faculty Handbook* |
| Future PAC topics. Single grade hallways. I feel it is a bad idea, especially at the younger grades; it results in inappropriate, mostly immature behavior, no role models nor opportunities for the upper classes to engage with them and share their wisdom. Also, it can lead to bullying and ownership of places in the building when I thought we are more interested in building a community, not a hierarchy. | * *The all-Freshmen floor arose from a Freshman Student Focus Group.* * *Discussion: different opinions on single-grade hallways.* * *Perhaps Link Crew can assist in some capacity with modeling behavior and discussion amongst their groups about noise, trash and other issues that can affect everybody. Also, similar distractions and improper behavior happens in other hallways. Lisa will approach Link crew about integrating their lockers among 9th graders in their crew* |
| **New Business** |  |
| Could we/should we create a list of expectations for parents to read and sign at the beginning of the year which outlines how to communicate/contact students during the school day? Many of us have had situations recently where students receive texts from parents during class saying to call, sometimes immediately. Of course students over dramatize the situation or make excuses when they’re caught texting, so my response is always “If there is an emergency your parent will contact the front office, you should not be checking your phone in class, please put it away.” But one member of our department recently had a parent text their child that grandma or grandpa just went to the hospital and that student of course asked to leave class to deal with the issue… Of course we can’t control any parent who wants to text their student. But if we clearly outlined to parents that:   * teacher response to students requesting to respond to parent communications during the school day will uniformly be no * students will still be held accountable for their discipline/participation for having their phone out in class, regardless if texts are from friends or parents * and that if they need to contact their student about an urgent issue they should do so through the office   … then we could help parents to understand appropriate protocol for contacting students during the school day. Clear procedure and policy regarding this also supports teachers who react in this way to student cell phone use to later find out that Suzie Student really did get a text that her dog died in the middle of class and have to answer a parent email wondering why they did not allow this student to deal with this emergency.  If there is already policy and procedure in place, can we brainstorm a way to better disseminate this information to parents and have a reminder to the staff on our universal response? | Lisa provided the current School Board Policy #3630 on Electronic Devices   * An additional notice will be created and posted on attendance web page concerning parents contacting children electronically. * Discussion: School Board policy trumps all other phone desires * Could there be additional and periodic announcements to parents/guardians re: cell phone use? * Benefits of a cell phone agreement that parents would sign when registering students was discussed. However parents already sign off on reading Student Handbook. * Perhaps more e-mail reminders for parents to call the office when needing to message their child, rather than calling and/or texting them during instruction |
| Can there be clarity on why the onus of test administration (SBAC, ACT for example) falls on the English department? If there is no driving reason, could we rotate departments year by year? English department one year, math the next, world language and fine arts after that… this would be a much more equitable way to share this task. | * CRT was run through the Science Dept. this year. ACT is evenly distributed (Counseling & Special Ed have roles also). SBAC is organized by the TOSA and AP. * Discussion: Most likely the English Dept. was chosen as the administer of the ACT because all Juniors take English * Q? How about Math or Us History. Do all Juniors take these classes * Q? Has it ever affected a different Dept. in the past? No answer for sure * Last year, Math and Reading testing was administered by Math and Reading * All were assured that the administering of test is a well thought out process and not random |
| Comments: | * Some additional clarification re: academic eligibility checks. Is it equitable among all sports? |
| fyi  **From:** Munoz, Alissa [<mailto:amunoz@hzcu.org>]  **Sent:** Wednesday, April 08, 2015 11:11 AM **To:** Lisa J Hendrix **Subject:** RE: Feedback  Hello Lisa,  Thank you for sending the flyer out. The Teacher Appreciation Week gifts will have a logo on them. We will respect the wishes of the PAC and not distribute items with logos on them moving forward.  Thank you,  **Alissa Muñoz**, Relationship Development Representative  hzcu.org | [amunoz@hzcu.org](mailto:amunoz@hzcu.org)  **Horizon Credit Union**  13224 E Mansfield Ave Suite 300 | Spokane Valley, WA 99216  (800) 852-5316 ext 1082| Direct (509) 496-5962 | Fax: (509) 343-1917  **From:** Lisa J Hendrix [<mailto:ljhendrix@mcps.k12.mt.us>]  **Sent:** Friday, April 03, 2015 9:04 AM **To:** Munoz, Alissa **Cc:** Audrey Nichols; Charles H Rinehart; Darcy Hover; Doug Linsted; Jeff Brown; John Marks; Kathleen Wyskiver; Katie Boynton; Laura R Elliott; Rob Jensen; Shaun Gant; Val Murray **Subject:** RE: Feedback  Thank you Alissa:  I will send the Class Cash flyer out to all staff via email. Our BPA (Business Professionals of America) is using the last two weeks of April to campaign awareness of Financial Literacy Month. I will forward your Classroom Workshop information to them. As far as Teacher Appreciation Gifts go, my PAC (Principals Advisory Committee which is a committee required by the bargain agreement) were almost unanimous in that if the gifts had the business logo on the gift, then it should not be distributed in the teacher mailboxes. However if the items do not have the logo printed on them, then they would be very appreciative. Thank you for understanding - Lisa |  |
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